

DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES

**JOB OPPORTUNITY**  
**“PROMOTIONAL OPPORTUNITY ONLY”**

**MENTAL HEALTH ASSISTANT 2**

**\*\*THIS IS A HAZARDOUS DUTY POSITION\*\***

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** State Employees

**Location:** Connecticut Valley Hospital – Whiting Forensic Division – Dutcher – 1-South  
Middletown, CT

**Job Posting No:** CV-111792

**Hours:** 2<sup>nd</sup> Shift – 3:00 p.m. to 11:30 p.m. – 72-72-80 - 35 hours weekly – **Every Other Weekend**

**Salary:** \$46,946.00 - \$62,757.00 Annually

**Closing Date:** December 21, 2015

**Duties may include but not limited to:** Coordinates activities of paraprofessional staff and provides and implements direct care to patients on the Dutcher South -1; provides oversight and assistance to MHA-1s in the continuity and coordination of patient care; works effectively with others for the provision of quality patient care and efficient unit operations of assigned duties; ensures a safe and therapeutic milieu; promotes proper health practices among patients; works effectively with other nursing staff, treatment team members, and community care providers to prepare patients for transition and discharge to community settings; and performs other related duties as assigned.

**Eligibility Requirements:**

1. Candidates must have **applied for and passed** the **MENTAL HEALTH ASSISTANT 2** exam and **be on the current certification list** promulgated by the Department of Administrative Services for this classification **by December 21, 2015**.
2. State employees currently holding the above title or State employees who have previously attained permanent status may apply for lateral transfer.
3. Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.

**General Experience and Training:** Three (3) years' experience at the level of Mental Health Assistant 1.

**Substitutions Allowed:** College training in mental health technology, a behavioral science, social work, rehabilitation therapy or its equivalent may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling six (6) months of experience to a maximum of two (2) years. Completion of a mental health trainee certificate program may be substituted for six (6) months of the General Experience.

**Special Requirement** Incumbents in this may be required to possess and retain a current Connecticut Motor Vehicle Operator license. Incumbents in this class may be required to travel.

**Working Conditions:** Incumbents in this class may be required to lift and restrain clients and may have significant exposure to infectious and/or communicable diseases, strongly disagreeable conditions and risk of injury.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**To be considered for this position:**

1. **DMHAS employees who are lateral transfer candidates** (example: Mental Health Assistant 1 applying to a Mental Health Assistant 1 posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed
2. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment to:

**EMAIL: CVH-RECRUIT@ct.gov ~ FAX: (860) 262-5055**  
**Connecticut Valley Hospital**  
**Office of Human Resources ~ ATTN: Recruitment**  
**P.O. Box 351 ~ Middletown, CT 06457**

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. NP-6